

16 FEB 1978

MEMORANDUM FOR: Executive Advisory Group Members

SUBJECT : Minutes of the 3 and 7 February 1978 Executive Advisory Group Meetings (U)

1. (AIUO) The Executive Advisory Group (EAG) met on 3 and 7 February 1978 to conclude its specific review of the 21 major projects supported by the Office of Data Processing (ODP). Three projects were reviewed: SPECLE II, MIPS, and PERSIGN II. A project decision form was distributed for each.

2. (AIUO) Mr. May, Director of Data Processing, said it had been determined that two further projects would consume more than \$250 thousand in ODP resources during FY 1978. (The EAG will determine how it wishes to handle these projects, any future projects crossing the threshold, and future project review in general at its final ADP session on 23 February.)

STATINTL

3. (AIUO) [redacted], of the Office of Security (OS), described the SPECLE II project, which provides a central point in CIA and in the Intelligence Community for recording and certifying all special compartmented access approvals. It allows OS personnel to be responsive on a timely basis to priority certification inquiries. It produces, on demand, accurate listings of people approved for access and compiles statistical information for senior managers. A survey last year resulted in several recommended improvements in SPECLE II, which are now being studied, including a historical capability. However, the DCI Security Committee has recently recommended that SPECLE II be replaced by a proposed Community-Wide Computer-Assisted Compartmentation Control ("4C") System. This matter is under review by OS and the Intelligence Community Staff. SPECLE II is expected to consume less than 1 percent of ODP's central services in FY 1978. Growth will not be significant, unless the system is in fact required to assume greater capabilities.

STATINTL

4. (AIUO) Doctors Bohrer, [redacted] of the Office of Medical Services (OMS), described the Medical Information Processing System (MIPS), an aggregation of several ADP projects that assist OMS. The most important of these: (1) collect and process data on employees undergoing medical evaluations for a series of computer-produced reports used by OMS physicians and laboratory technicians, and (2) provide Agency components accurate applicant and employee test and psychological assessment data. The projects have made it possible to eliminate manual calculations of Spirograms and various other laboratory data, have provided for quality control, have freed physician time for greater concentration on problem areas, have enabled OMS to offer medical evaluations to all Agency employees periodically, and have satisfied the demand for other services which could not have been met by

existing personnel manually. The project is expected to consume only 1 percent of ODP's central services in FY 1978; growth will not be significant.

STATINTL

5. (AIUO) On 7 February, Messrs. Janney and [] STATINTL [] of the Office of Personnel, described the PERSIGN II project, which will provide the Agency an efficient, integrated personnel system upon becoming operational in June 1979, when it will replace the three outmoded automated systems which exist and incorporate several functions that today must be done by hand. It will provide for personnel-action, assignment, step-increase, and fitness-report processing. It will enable rapid response to ad hoc requests for information, furnish statistical reports, simplify file maintenance, eliminate redundant storage of personnel status data, and provide data to other ADP systems, including Payroll and SPECLE II. The system will represent a highly complex and volatile file, subject to a variety of transactions, concerning our employees, whose personal data must be handled in many different ways. PERSIGN II is expected to consume 7 percent of ODP's central services in FY 1978, a significant increase over 1977, which will occur as the result of heavy developmental costs, involving 23 full-time staff employees, and as the result of running in parallel with the old computerized personnel systems as testing and conversion are effected.

6. (AIUO) EAG discussion focused on the clarification of specific points regarding the projects.

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STATINTL

James H. Taylor
Secretary
Executive Advisory Group

cc: Dr. Bohrer
✓ Mr. Janney
Mr. May

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